

APPENDIX H-1

A LEASING POLICY FOR RENTON MUNICIPAL AIRPORT

I. Statement of Purpose

This *Leasing Policy for Renton Municipal Airport* is intended to provide current and future tenants of the Airport with a summary of the policies and procedures used by the City of Renton when leasing property and providing access to Renton Municipal Airport. It also serves as guidance for City staff on Airport leasing issues. The policy has the following purposes:

- Maintain Renton Municipal Airport in a safe manner;
- Preserve investment in the Airport;
- Assist the City of Renton in maintaining a fee and rental structure that provides for financial self-sufficiency for the Airport;
- Provide high-quality leasing procedures following a “best practices” approach;
- Facilitate orderly development and management of the Airport;
- Ensure equal treatment of all current and future tenants and users to make the Airport available for public use on reasonable terms without undue discrimination;
- Facilitate and foster good relations with the communities surrounding the Airport;
- Enable conformity with current and future Airport Master and Layout Plans; and
- Ensure compliance with all applicable laws, regulations, policies, guidelines and requirements related to the City’s Federal and State obligations.

II. Definitions

The following words, terms and phrases, when used in this policy, shall have the meanings ascribed to them in this section, except when the context clearly indicates a different meaning:

Aeronautical means anything which involves, makes possible, or is required for the flight of aircraft, or the storage or presence of aircraft on the airport, or which contributes to, or is required for the safety of aircraft in flight.

Aircraft means a device that is used or intended to be used for flight in the air and subject to regulation by the Federal Aviation Administration.

Airport, when capitalized, means the Renton Municipal Airport, and all of the property, buildings, facilities and improvements within the exterior boundaries of the Airport as depicted by the Airport Layout Plan.

Airport Manager means the City manager or his/her designee who has direct supervisory and functional responsibility for the operation and maintenance of the airport.

Commercial aeronautical activity means the conduct of any aspect of a business, concession, operation, or agency in order to provide goods and services to any person for compensation or hire. An activity is considered a commercial activity regardless of whether the business is non-profit, charitable, or tax-exempt.

Commercial tenant means a person, firm, corporation or other entity conducting commercial aeronautical services or activities at the Airport for compensation or hire.

Fair market value means an amount in the competitive market that a well-informed and willing lessor, who desires but is not required to lease, would accept and which a well-informed lessee, who desires but is not required to lease, would pay for the use of the Premises, after due consideration of all the elements reasonably affecting value.

Lessee means any person with a lease to occupy space at the Airport.

Minimum Standards for Aeronautical Service Providers means the qualifications or criteria, which may be established, and updated as necessary, by the Airport owner as the minimum requirements that shall be met by all businesses offering commercial aeronautical activities for the right to conduct those activities.

Permit means administrative approval by the City of Renton to a person or company to conduct a commercial aeronautical activity, and provide such services, to based and transient aircraft, only from facilities and locations where such services are authorized.

Person means any individual, firm, partnership, corporation (including registered non-profit corporations), company, association, joint-stock association, or governmental entity. It includes a trustee, receiver, assignee, employee, or similar representative of any of them.

III. Lease Application

To obtain a lease at Renton Municipal Airport, a person shall submit a written application for review by the Airport administration. As a prerequisite to occupancy or the granting of commercial operating privileges at the Airport, any prospective commercial tenant must also submit a specific, detailed description of the intended commercial aeronautical activities, and the means and methods employed to accomplish the proposed activities.